



WASHOE COUNTY

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CM/ACM _____
Budget KC
DA —
Risk Mgt. —
HR —
Grant Mgt GE

STAFF REPORT

BOARD MEETING DATE: September 23, 2014

DATE: September 5, 2014
TO: Board of County Commissioners
FROM: Grady Tarbutton, Director – Senior Services
328-2575 gtarbutton@washoecounty.us
THROUGH: Kevin Schiller - Assistant County Manager
SUBJECT: Recommendation to accept supplemental grant award from the Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: Nutrition Services Incentive Program [\$115,503 no match required] retroactive from October 1, 2013 through September 30, 2014; and direct Comptroller to make the appropriate budget adjustments. (All Commission Districts)

SUMMARY

The Department is recommending the Board of County Commissioners accept a supplemental grant award from the Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: Nutrition Services Incentive Program [\$115,503 no match required] retroactive from October 1, 2013 through September 30, 2014; and direct Comptroller to make the appropriate budget adjustments.

ADSD provided Senior Services a Notice of Grant Award (NGA) for the supplemental NSIP award in late May 2014. On September 2, 2014 an ADSD Resource Development Specialist contacted Department staff inquiring about the status of the signed NGA for the supplemental award. Upon researching the question it was determined that the notification was received by the Department, but was not acted upon and submitted for Board acceptance as is standard Departmental procedure. Since the NSIP award is an integral part of the Washoe County senior nutrition program, ADSD has asked that the County consider accepting the award and expending funds in accordance with grant guidelines during the remainder of federal fiscal year 13/14 in order to remain eligible for future NSIP awards. The Department has asked ADSD to review the grant award notification process. In addition the Department requested and was granted an extension of this award through December 31, 2014.

County Strategic Objective supported by this item: Sustainability of our financial, social and natural resources.

AGENDA ITEM # 12

PREVIOUS ACTION

The Nutrition Services Incentive Program (NSIP) is a continuing grant that has been accepted by the Board of County Commissioners annually. On February 25, 2014 the Board accepted an NSIP award for the period of October 1, 2013 through September 30, 2014.

BACKGROUND

The Aging and Disability Services Division awarded \$40,456 to the Nutrition Services Incentive Program within the Department of Senior Services in February 2014. The funding from the U.S. Department of Health and Human Services is pass through funding from the Aging and Disability Services Division that has been the foundation the Department's senior nutrition program for many years.

GRANT AWARD SUMMARY #1

Project/Program Name: Nutrition Services Incentive Program (NSIP)

Scope of the Project: Senior Services has received Federal grant funding through the State of Nevada for the Nutrition Incentive Program (NSIP) for the past fourteen years. The funding is United State Department of Agriculture reimbursement based on the number of meals reported to Aging and Disability Services Division for the previous year and is specifically targeted for food costs. This grant is an important component of the Department's nutrition program funding, offsetting the costs of providing both home delivered and congregate meals for seniors in Washoe County.

Benefit to Washoe County Residents: The Nutrition Services Incentive Program will benefit Washoe County Residents by providing additional funds to support food purchases necessary to operate the Congregate and Home Delivered Meal programs that provide daily nutritious meals to seniors.

On-Going Program Support: The grant award is used to support Congregate and Home Delivered Meal program costs. Funds are utilized to supplement food purchases. Aging and Disability Services, program income and Washoe County ad valorem tax funds also support the program.

Award Amount: \$115,503

Grant Period: October 1, 2013 through September 30, 2014

Funding Source: U.S. Department of Health and Human Services

Pass through From: Nevada Aging and Disability Services Division

CFDA Number: 93.053

Grant ID Number: 16-000-57-NX-14

Match Amount and Type: No match funds are required.

Indirect Cost Rate (applicable to the award):

Grant's recoverable indirect cost rate:

- ☐ Indirect costs are fully recoverable
- ☐ Sponsor does not allow for indirect cost recovery
- ☒ Sponsor has limited indirect cost recovery at 8 %
- ☐ Sponsor requires indirect Cost Rate Approved by Cognizant Agency

Special Terms & Conditions: This grant award supersedes the award dated February 3, 2014 and is revised to reflect supplemental funding.

Sub-Awards and Contracts: N/A

FISCAL IMPACT

Although preliminary estimates on grants are included in the Department's FY 14/15 adopted budget, adjustments are necessary to bring some of them into alignment with the actual awards. Should the Board accept this grant award, the Department's FY15 adopted budget will be increased annually by \$5,503 in both revenues and expenditures in the following accounts:

Increase Revenues

10165-431100 Federal Grants	\$5,503.00
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Increase Expenditures

10165-710592 Nutrition Program	\$5,503.00
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A budget amendment is required by the Comptroller's Office as identified above. There is not match required for this award. The Department does not charge indirect costs to this grant.

RECOMMENDATION

It is recommended the Board of County Commissioners accept a supplemental grant award from the Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: Nutrition Services Incentive Program [\$115,503 no match required] retroactive from October 1, 2013 through September 30, 2014; and direct Comptroller to make the appropriate budget adjustments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "move to accept a supplemental grant award from the Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: Nutrition Services Incentive Program [\$115,503 no match required] retroactive from October 1, 2013 through September 30, 2014; and direct Comptroller to make the appropriate budget adjustments."

NOTIFICATION OF GRANT AWARD

Grantee: Washoe County **Date:** May 20, 2014
Program Name: Washoe County Senior Services **New / Revised Award:** Revised
Grant Number: 16-000-57-NX-14 **Award Fiscal Year:** 2014
Grant Period: 10/1/2013 - 9/30/2014

Vendor #: T40283400 **Funded Service:** Nutrition
DUNS #: 073786998 **Grant Type:** Categorical

CFDA #	93.053			Total
Funding Source	NSIP			
Award	\$40,456.00			\$40,456.00
Carryover				\$0.00
Supplement	\$115,503.00			\$115,503.00
Deobligation				\$0.00
Total Amount Awarded	\$155,959.00	\$0.00	\$0.00	\$155,959.00
Required Match	\$0.00	\$0.00	\$0.00	\$0.00

Standard Grant Conditions

- A. The total award amount designates a ceiling of participation by the Aging and Disability Services Division.
- B. Funds are requested and disbursed on a monthly basis or on an as-needed basis.
- C. The Grantee shall comply with the Program Instructions, Nevada (PINs), and Service Specifications established by the Division. Grantees receiving federal funding must also comply and adhere to the appropriate OMB Circulars and Administrative Requirements.
- D. The Division, as Grant Agency, retains control over any capital equipment, including vehicles that are purchased or provided matching funds.
- E. The Grantee shall comply with the scope of services, budget and assurances defined in the approved grant application. The Grantee must have prior approval from the Division for making significant programmatic or budget changes affecting the scope of service or service delivery method. Grant expenditures must comply with the limitations of the grant agreement.
- F. If any part of the award is sub-contracted, the Sub-Grantee must comply with the same grant conditions.
- G. The Grantee/Program will acknowledge the Aging and Disability Services Division in publicity, publications and pamphlets. An approved Division logo must be applied to the outside of all vehicles purchased with Division grant funds.
- H. The Grantee must submit timely quarterly financial reports for all programs or grant payments will be withheld. For programmatic reporting, programs that comply with SAMs will complete monthly data entry and programs that are not required to comply with SAMS will report quarterly or grant funds will be withheld.
- I. The Grantee agrees to a limited scope audit to settle any financial disagreements or disputes. Audit costs are to be paid by Grantee.

Initials_____
Date

NOTIFICATION OF GRANT AWARD

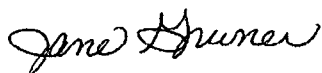
Grant Number: 16-000-57-NX-14

Date: May 20, 2014

- J. All Division funded programs must be listed on the Nevada Aging and Disability Resource Center (ADRC) website - www.NevadaADRC.com.
- K. The maximum administrative or indirect costs that can be charged to this grant is limited to 8% of the direct costs, with the exception of fixed fee, Nutrition Services Incentive Program, or equipment awards, for which administrative costs are not allowed.
- L. The Division will automatically de-obligate all funds not obligated by the end of the grant award period.
- M. The Grantee shall hold harmless, defend and indemnify the State of Nevada, Department of Health and Human Services and the Aging and Disability Services Division from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Grantee's performance or non-performance of the services or subject matter called for in the Grant Agreement, to the extent limited in accordance with NRS 41.0305 to 41.039.
- N. If applicable, the Grantee agrees to the requirements of Chapter 218 of the Nevada Revised Statutes as amended by the 2007 Legislature.
- O. This grant agreement may be TERMINATED by either party prior to the end date set forth on the Notice of Grant Award, provided the termination shall not be effective until 30 days after a party has served written notice upon the other party. This agreement may terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if, for any reason, the Aging and Disability Services Division state and/or federal funding ability to satisfy this agreement is withdrawn, limited or impaired.

Special Grant Conditions

1. This grant award supercedes the award dated February 3, 2014 and is revised to reflect supplemental funding.



Jane Gruner, Administrator

5/29/2014

Date

STATEMENT OF ACCEPTANCE: I have reviewed and accept the conditions listed on all pages of this grant award, as evidenced by either my signature or initials on each page.

Signature, Title

Date